

Bylaw Review Committee Meeting
Tuesday, May 29, 2018
First Floor Meeting Room, Town Hall

The meeting was called to order at 9:34 a.m.

Members present: Bernard Kubiak, Kay Moran, and Robert Ritchie.
Others present: Economic Development Director Geoffrey Kravitz, Select Board Chair Douglass Slaughter, and Town Manager Paul Bockelman.

Public Comment: None.

Minutes: The minutes of May 22, 2018, were approved, with minor corrections, by a vote of 3-0.

Review of Bylaws:

Ritchie said the committee will need to pay attention to the special acts as well as the local option statutes. He has started looking at them already.

Lettering and numbering of different sections of the bylaws is not consistent. Ritchie suggested a revised system, demonstrating with the first page of the Regulation of Signs in Article 3 of the bylaws. The bylaws also need to be better organized. These projects will be addressed following identification of essential language changes. Perhaps the committee's suggested revision should include a section on administrative provisions, such as adding "as amended" in all references to state statutes, an idea that will be discussed more thoroughly later. The committee will adopt as a convention the use of "Town Council" in all references to that body, and capitalizing "Town Council" and other such words referring to a specific body or office. Also, in its suggested revision the committee will use a comma after the penultimate items in lists of three or more item.

The committee will start a list of terms that need definitions, to go into a new administrative section of the bylaws.

The committee discussed Moran's editorial revisions and other suggestions for changes in Article II. Kravitz will insert a note wherever fines are mentioned about moving them into a separate section on fines. He will include both in a second draft to be reviewed at next week's meeting.

Schedule for Meetings:

The next meeting will be at 9:30 a.m. on June 5. Future meetings are at 9:30 a.m. on June 19, June 26, and July 10 in Town Hall.

Adjournment: The meeting adjourned at 11:26 a.m.

Documents Used at the Meeting:

General Bylaws, updated to include changes and additions made by recent Town Meetings, even those not yet approved by the state Attorney General. (Draft #1)

The first two pages of Article 7, Parking & Access Regulations, of the Zoning Bylaw.

A copy of the beginning of the existing Regulation of Signs bylaw, followed by a page showing Ritchie's suggested change in the numbering system.

Amherst Home Rule Charter, adopted by voters on March 27, 2018